

**EQUIPMENT NEEDS ASSESSMENT APPLICATION**  
**Fall 2015**

Name of Person Submitting Request:	<b>Ron Hastings</b>
Program or Service Area:	<b>Library</b>
Division:	<b>Library &amp; Learning Support Services</b>
Date of Last Program Efficacy:	<b>2011</b>
What rating was given?	<b>Continuation</b>
Equipment Requested	<b>6 additional study carrels</b>
Amount Requested:	<b>\$7,000</b>
Strategic Initiatives Addressed: (See Appendix A: <a href="http://tinyurl.com/15oqoxm">http://tinyurl.com/15oqoxm</a> )	Facilities, Student Success

NOTE: To facilitate ranking by the committee, submit separate requests for each item; however, multiple items can be submitted as one request if it is required that the equipment is packaged together.

Replacement  Additional

1. Provide a rationale for your request.

We seek to replace several less-useful pieces of upholstered furniture with study carrels, as pictured on the reverse. Offering electrical outlets and a larger working surface, the carrels are in high demand.

2. Indicate how the content of the latest Program Efficacy Report and current EMP data support this request. How is the request tied to program planning? (*Reference the page number(s) where the information can be found on Program Efficacy.*)

As reported in the current EMP, the library served 625,513 visitors over the past year.

3. Indicate if there is additional information you wish the committee to consider (*for example, regulatory information, compliance, updated efficiency, student success data, planning, etc.*).

4. Evaluation of initial cost, as well as related costs (including any ongoing maintenance or updates) and identification of any alternative or ongoing funding sources (*for example Department, Budget, Perkins, Grants, etc.*).

Some shopping around will be necessary to match existing furniture as closely as possible, but given current prices, units should not exceed \$1,000 each.

5. What are the consequences of not funding this equipment?

Demand for study carrels and the working space they provide will remain increasingly unmet.

